



City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	Item Type:		1 st Reading	2 nd Reading
5/19/2021	<input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Other	Ordinance Reading	N/A	N/A
		Public Hearing	<input type="checkbox"/>	<input type="checkbox"/>
		Advertising Required	<input type="checkbox"/>	<input type="checkbox"/>
		Quasi-Judicial:	<input type="checkbox"/>	<input type="checkbox"/>
File No.:				
21-008				
Fiscal Impact (\$):	Account Balance (\$):	Funding Source:	Project Number :	
N/A	N/A	N/A	N/A	
Contract/P.O. Required	RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	N/A	Jenorgen M. Guillen, City Clerk	City Clerk's Office	
Strategic Plan Focus Areas:				
<input checked="" type="checkbox"/> Finance & Budget		<input checked="" type="checkbox"/> Organizational Capacity		<input checked="" type="checkbox"/> Infrastructure/Projects
Implementation Timeline:				
Estimated Start Date: 5/19/2021 Estimated End Date: 11/30/2021				

SHORT TITLE:

REAPPOINTMENT/APPOINTMENT OF MEMBERS TO THE CHARTER REVIEW COMMITTEE FOR THE 2021/2022 REVIEW CYCLE.

STAFF SUMMARY:

Summary:

Under Section 8.01(3) of the City's Charter, there is created and established a body to be known as the City of Hallandale Beach Charter Review Committee. The Charter Review Committee is initiated every Eight (8) years to review the City's Charter. This provision shall not be construed to preclude the city commission from appointing a Charter review committee at any other time.

The Committee's purpose shall be to meet periodically, as needed, to identify and address concerns to the City relevant to its Charter. The Committee's duties are to study the existing Charter to improve it and provide for the preservation of the general health, welfare, and safety of

the inhabitants of the City. The Committee is to make recommendations to the City Commission for any Charter changes deemed necessary.

On November 6, 2019, the City Commission appointed the Charter Review Committee for the 2019-2020 Review Cycle. The Committee's formal existence would end once it submits its final report. Section 8.01(3) of the City's Charter further states this is to be within six (6) months of the Committee's first meeting.

As a result of preventive measures taken due to the Novel Coronavirus (COVID-19) pandemic and State of Emergency, which followed, the City Commission suspended the Charter Review Committee's work prematurely.

Therefore, a final report was not submitted by the Committee to the City Commission, and no recommendations of the Committee concerning proposed changes were considered.

To that end, there were no amendments submitted to the residents for consideration at November 3, 2020, Municipal General Election (Florida Statutes 166.031).

Background:

During the period December 3, 2019, through March 3, 2020, the Charter Review Committee held Seven (7) public meetings to review the City Charter and received comments from the public. However, due to preventive measures taken to suspend ALL City Boards and Committees until further notice, the Charter Review Committee halted work as of March 3, 2020. (See Exhibit 1 for Meeting Minutes).

On April 15, 2020, the City Commission approved a Motion to:

Suspend the 2019/2020 Charter Review Committee due to current State of Emergency; and to bring back reinstatement of said Committee for City Commission consideration in February 2021; Committee membership at that time is subject to appointment by the City Commission; any Charter Amendments will be considered for the November 2022 Municipal General Election.

On February 17, 2021, the City Commission discussed the Charter Review Committee and approved a Motion to:

Bring back an Agenda Item for further discussion in May 2021; and depending of the state of the COVID-19 Pandemic to consider reconvening the Charter Review Committee at that time; and to bring back an item for reappointment of the Charter Review Committee members.

All the existing members of the Charter Review Committee have indicated their willingness to continue to serve on the CRC if reappointed.

Current Situation:

Since the last Charter review was completed in 2011/2012, the City is now past its eighth-year mark and due for its following Charter review in preparation for the 2022 Municipal General City Election on November 8, 2022.

If so, the City must inform the Broward County Supervisor of Elections (SOE) of its intent to go to referendum.

There are currently six (6) members appointed to the Charter Review Committee, all of whose terms would have technically expired. There is One (1) At-Large vacancy. (See Exhibit 2)

All the existing members of the Charter Review Committee have indicated their willingness to continue to serve on the CRC if reappointed.

*Should all existing members be reappointed, there is One (1) vacancy that will exist.

At this time, there are three (3) applications on file awaiting an appointment. (See Exhibit 3, 4 & 5)

Why Action is Necessary:

Per Section 8.01(3), On November 6, 2019, the City Commission installed the Charter Review Committee.

The Committee's formal existence ends once it submits its final report. Section 8.01(3) of the City's Charter further states that within six (6) months of the Committee's first meeting, the Committee shall prepare a final report detailing its findings and recommendations; a copy of which shall be made available in the office of the City Clerk for public view.

Per City Commission, the action was taken on February 17, 2021, the Charter Review Committee is due to this brought back for reappointment/appointment of its members. If approved, the Charter Review Committee will resume its review for the 2021/2022 Review Cycle as directed.

Cost Benefit:

The City's Charter requires explicitly reviewing the City Charter every eight years to identify and address issues of concern to the City relevant to its Charter.

There are significant costs associated with this process. To remain neutral and separate from the process, in the past, the City Commission has not permitted use of City Attorney or City Clerk staff services for legal facilitation and/or attendance at meetings and transcription of meeting minutes.

However, for the current review cycle, City Attorney and City Clerk staff has been approved for legal facilitation and attendance at meetings and transcription of meeting minutes.

Additionally, should the City Commission decide to go to a referendum in 2022, the City is responsible for the extra costs of including questions on the Hallandale Beach ballot. Since we have not yet completed our Charter Review, we do not have an estimated number of questions/pages, if any.

PROPOSED ACTION:

The City Commission considers reappointment/appointment of members to the Charter Review Committee for the 2021/2022 Review Cycle.

ATTACHMENT(S):

Exhibit 1 – Meeting Minutes (Dec. 2019 through Mar. 2020)

Exhibit 2 – Membership Roster
Exhibit 3 – Application – Gimenez, Carmen
Exhibit 4 – Application – Farnell, Kelli
Exhibit 5 – Application – Levinson, Richard

SDJames

Prepared By: _____
Sheena D. James
Deputy City Clerk

Reviewed By: *Jenorgen Guillen*
Jenorgen M. Guillen
City Clerk

Approved By: *Jenorgen Guillen*
Jenorgen M. Guillen
City Clerk